



Town of Los Altos Hills

The **Town of Los Altos Hills Parks and Recreation Department**
invites Applications for the Position of

Ohlone Camp Director

Final Filing Date – December 10, 2004

- Compensation:** This is a seasonal, non-benefited contract position offering an hourly wage range of \$25.00 - \$35.00 per hour.
- Duties Include:** Develop and coordinate two (2) week-long Ohlone Indian Camps, including the production of a detailed schedule and list of supplies. Camps will be held in the Byrne Preserve in Los Altos Hills during June 2005 (may be revised to coordinate with availability). Director will be required to supervise subordinate camp staff while instructing 12-16 children per week. Activities include hiking, arts and crafts, and storytelling.
- Requirements:** The ideal candidate is a person who is organized, energetic and enjoys working with children ages 5-12 years old. Candidate must have prior experience directing children in an educational environment and interacting with parents. Majority of work is performed in an outside/nature environment. Candidate must have current first aid/CPR certification and obtain a current Department of Justice fingerprinting and background check.
- Selection Process:** The selection process will begin with a screening evaluation of submitted resumes or statement of qualifications. Based upon this evaluation, the most qualified candidates will be scheduled for an interview.
- To Apply:** Submit resume or statement of qualifications to Town of Los Altos Hills Parks and Recreation Department, 26379 Fremont Road, Los Altos Hills, CA. 94022, by 5:00 PM on **December 10, 2004**. Inquiries may contact (650) 941-7222 ext. 241.